

MICHIGAN DOMESTIC VIOLENCE PREVENTION & TREATMENT BOARD

Child & Family Services / Michigan Family Independence Agency

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**MICHIGAN DOMESTIC VIOLENCE PREVENTION AND
TREATMENT BOARD MEETING MINUTES**

April 12, 2000

Underground Railroad

Saginaw, MI

***** APPROVED – May 10, 2000 *****

Attendance:

James A. Fink, Chair
Ferne Farber, DV Board
Shirley Mann Gray, DV Board
The Honorable Richard Halloran, DV Board
Michelle Hayes, DV Board
Catherine Christ Lucas
The Honorable Edward Sosnick, DV Board

Debi Cain, Executive Director
Patsy Baker, DV Staff
Celest Colton, DV Staff
Sandy Cory, DV Staff
Julie Lyons, DV Staff
Linda Marks, DV Staff
Joyce Wright, DV Staff

Guests:

Jim Beougher, Director, FIA Child and Family Services
Larry Hermen, Centerboard Associates
Valerie Hoffman, Underground Railroad
Mary Keefe, MI Coalition Against Domestic and Sexual Violence
Mary Patterson, DARES
Barbara Rajewski, Bay County Women's Center
Tula Sharrard, Bay County Women's Center

Prior to the formal business meeting, a tour of the Underground Railroad was conducted by Valerie Hoffman, Executive Director of the facility. The board expressed their thank you to V. Hoffman and staff for their generous hospitality in hosting this meeting. The Underground Railroad is to be commended on its exemplary program serving domestic violence survivors in Saginaw County.

I. Meeting called to order at 1:10 pm. Introductions were made around the room.

II. Board Consent

A. Approval of Agenda: R. Halloran moved to approve the agenda. F. Farber seconded the motion. Motion carried.

B. Approval of Minutes: R. Halloran moved to approve the DVPT Board meeting minutes of February 9, 2000. Seconded by F. Farber. Motion carried.

III. Ends Development:

A. Governance Committee:

1. J. Fink reviewed the board meeting schedule for May and June 2000. The May 10 board meeting will be held at the Lansing Center, and the June 15 and 16 retreat will be held at the Otsego Club in Gaylord. The board retreat runs concurrent with the annual meeting and conference of the Michigan Coalition Against Domestic & Sexual Violence to be held in Gaylord.
2. J. Fink announced the compilation of all the board motions from 1979 to present is also included in this board packet.
3. L. Hermen presented an overview of the Carver Model. This model, as adopted by the board, enables the board to be involved in the day-to-day operation of the DVPTB by literally creating policies that clarify the board's role and the staff's role. Using this model also creates an accountability plan. As the board creates a vision of the future, the board can then hold the organization accountable for reaching those objectives.
 - a. The education component was reviewed. Using the board's Ends Statements, L. Herman explained that the statements are the "think piece" and provides an outline of what the board will be concentrating on from here on out. Handouts were distributed on the Ends challenge. Carver's description of pulling ends together is quoted as "ENDS dialogue is never about 'us, but about 'them' – but what will be the results of its doing." C. Lucas reiterated that the Ends work is the primary work of the board, setting a framework for the staff to make decisions about how to

prioritize their resources, time, and decision making.

- b. J. Fink led the discussion on the draft topics for board education. Using the Ends statements, the board prioritized the draft with the following results:

(d) systems responses – systems change work, Coordinating Community Councils, coordination with public/private funders, best practices, legal/legislative issues, inclusion of men's groups.

(e) outcomes to victims, their families, and the community – standardized outcomes, quality assurance.

(c) community education/advocacy – prevention and awareness, current research, what's happening in other states.

(b) holding batterers accountable – GPS tethering.

(a) rights of survivors ensuring their safety, confidentiality and autonomy (*is present in all the topics*) – continuum of service.

When setting up education topic presentations and discussions, the following should always be incorporated: current research, Best Practices, what other states are doing, relevant legal and legislative issues, funding implications, and identification of other partners.

The “linking piece” was distributed by L. Hermen. This piece provides a good starting point for board education.

- B. Performance Management and Development Program 2000 (PMDP):** D. Cain presented the PMDP as being a structure that FIA would normally use for evaluation of an Executive Director. The Governance Committee reviewed the seven (7) objectives and behaviors using the Ends Statements as a guide for the Executive Director's work. D. Cain requested the board's approval.

Discussion ensued.

Item 1: Change to 16 contracts.

Item 3: Change to Ends Statement A.

Item 6: Change date to March 31, 2001.

Item 4 of the PMDP was reworked to read: Develop and implement a plan for

monitoring domestic violence and sexual assault contract programs. Item 4-A originally stated to include “and providing technical assistance to . . .” and will be tabled for future discussion.

MOTION: R. Halloran moved to adopt the Performance Management and Development Program 2000 as presented by the Governance Committee. Amended by S. Mann Gray to reflect stated changes. Seconded by E. Sosnick. Motion carried.

The board thanked J. Beougher for his expertise and guidance during this development process.

D. Cain reviewed her draft of the DVPTB Work Plan. The piece was a “FYI” giving the board a sense of the different areas that DVPTB will be focusing on during the year 2000. A – E of the Ends Statements were highlighted, with D and E reflecting the heavier part of what staff is doing and how staff is in synch with the board’s interests. Rape prevention services and building a team of staff make up a separate category not reflected in the Ends Statements but are of equal importance.

C. Lucas expressed interest in the board’s ability to have their own website. She suggested contacting networksolutions.com for direct web access. Further website building will be investigated by D. Cain and presented at a future board meeting.

- C. Enhancement Funding:** The February 11, 2000 memo to the Governance Committee was highlighted. Built into this enhancement is expanding emergency shelter services in Eaton, Wayne and Allegan counties. J. Beougher, B. Kordenbrock and D. Cain have met and talked about expanding emergency services in these counties if funding is approved. It is important to note that this is a special line item that came in to go directly to these programs and is separate from any other funding.

The two plans include:

1. Three existing DVPTB-funded programs in Wayne County would each receive a \$25,000 enhancement. Action plans have been received regarding their carrying out the enhancements, i.e., renting additional space, having available hotel rooms and transportation available, etc.
2. Eaton and Allegan counties are currently satellite locations of the Calhoun and Ottawa DVPTB-funded programs. The \$75,000 enhancement designated for Eaton and Ottawa is for two programs not currently funded by DVPTB. The \$75,000 enhancement to these two new programs will be contingent upon their ability to meet

DVPTB's minimum standards. If the standards are not met, an action plan would be provided to them outlining the steps necessary to comply.

The second issue in the February 11 memo focused on policy. D. Cain highlighted the overriding policy issues which the board needs to be thinking about; these include board identity, new program development, funding, cap issues, certification process, and outcomes. Discussion ensued. These issues were tabled to be revisited at a later date.

IV. **Review of Board Governance Policy**

L. Hermen suggested formatting changes for future reports using a memo format, repeating policy language, and following with response.

A. Policy Review Matrix:

The following policies were reviewed by the board with comments:

1. **Executive Director Role:** No comments by board.
2. **Delegation to Executive Director:** J. Fink felt this a large step of faith because it is so different from the usual expectations of boards and their directors. In practice it seems to be working fine even though in theory it is different than what we are accustomed.
3. **Executive Director Job Description:** No comments by board.
4. **Monitoring Executive Director Performance:** C. Lucas suggested changing the due dates. D. Cain requested meeting with L. Hermen, prior to the June meeting, to arrive at new due dates for presentation at the June board retreat.

MOTION: F. Farber moved to affirm the Executive Director Role, Delegation to Executive Director, Executive Director Job Description, and Monitoring Executive Director Performance reports taken from the Policy Review Matrix with the modification to alter review dates. Seconded by E. Sosnick. Motion carried.

5. J. Fink reported on the Treatment of Consumers, the April 12, 2000 report submitted by D. Cain. Because this is an open-ended area, L. Hermen suggested that this report be reviewed again in six months. This first report is more of a baseline as future reports will reflect what has been done rather than what is intended. The board responded that the report gave good direction.

V. General Reports

A. Chair's Report:

1. J. Fink reported J. Beougher has worked over the budget and has arranged for staff funding in addition to the Executive Director position. The board appreciates the support given to them regarding this funding issue.
2. Acknowledgement of condolences from E. Sosnick on the passing of his brother.
3. The March 27, 2000 *Detroit Free Press* article about D. Cain was shared. The *Detroit News* ran an article on R. Halloran, a copy still needs to be located. Both R. Halloran and D. Cain are excellent models of what's happening in Michigan.

The two articles prompted the establishment of a scrapbook for the DVPTB.

4. Four board members' terms will expire in September 2000: R. Halloran, C. Lucas, F. Farber, and J. Fink. These board members have agreed to serve another term on the DVPTB, and J. Fink will write a letter to the Governor stating their desire to be reappointed.
5. Stephanie Comai, J. Fink's contact at the Governor's Office, has accepted a new position and is being replaced by Brian Debano.

Susan Kelly for FIA has retired. A plaque from the DVPTB has been prepared to honor S. Kelly's work towards ending domestic violence. J. Fink will deliver the plaque.

Saving the best for last, J. Fink's 5 ½ month-old-daughter Phoebe joined the board meeting, by way of photo. Her presence was a wonderful addition. And, Elizabeth Fink is right on the heels of her dad and had chosen domestic violence as a topic for two "A" speeches !

B. Executive Director's Report:

1. **GPS tethering:** Oakland County has seven people on tethering; three were sentenced for PPO violations, two are on probation, one is in a pre-trial situation, and one violated the "hot zone."

Otsego has three pending motions to impose tethers; one for a PPO violation, one for domestic violence, and one for an aggravated domestic violence case.

Two tethering problems consistently are occurring: (1) equipment and monitoring failures and (2) judge's wanting to step outside the standards and use this in lieu of jail time which is a violation of tethering contract guidelines. Discussion ensued. D. Cain said these problems raise broader concerns which alert staff that full attention should remain to continue monitoring the tethering project.

2. **Excess STOP funds:** DVPTB has accrued, over a period of time, excess STOP funds in the amount of \$1.8 M. The excess funds are scheduled to expire February 28, 2001. After consulting with the Finance Committee and the Service Provider Advisory group, it has been decided that the money will be divided between a number of different projects while meeting the terms of the STOP grants which includes the 25% splits. With that in mind, DVPTB will be:
 - a. Subcontracting with the Michigan Coalition to do a civil legal training for the projects that are happening across the state and to make the connection between civil and criminal issues. Also to make sure background information on domestic violence is available.
 - b. Working with the Michigan State Police on a pilot project for digital cameras and training for police officers and prosecutors on how to use digital cameras for prosecution of domestic violence cases.
 - c. Working with Wayne County Coordinating Councils on a large countywide conference they are hosting in November 2000.
 - d. Assisting with the Trainer's Academy scheduled for September 2000.
 - e. Helping set up the statewide Death Review Team.
 - f. Various equipment, etc.
 - g. Allowing each of the domestic violence STOP grantees to apply for up to \$14,000 additional dollars that they can use for purposes outlined in the STOP grant. Contracts will be amended to reflect this change.

3. **Coordinating Community Councils:** D. Cain is working with the tri-county area, particularly Wayne County, subcontracting with them to host the Board's Coordinating Council conference. The conference is planned for early 2001 (January or February).
4. J. Fink and D. Cain met with Doug Howard informing him of the priorities of the board, DVPTB enabling legislation, and the board's operation under the Carver Model. Concrete information was provided D. Howard as to where the board is headed and how that might fit into DVPTB collaborations with other partners and other state agencies.

C. Other Reports: M. Keefe announced that K. Hagenian's son, Luke, was born.

VI. Public Comment

B. Rajewski of the Bay County Women's Center reported they would be moving into a new facility by the end of June. She offered their new site as a future board meeting location. Board and staff are invited to their open house; announcements will be forthcoming.

V. Hoffman thanked the board for making the trip to Saginaw. Once more the board expressed their delight in sharing the day with the Underground Railroad.

VII. Process Evaluation

S. Mann Gray felt that this was one of the best board meetings in which she has participated. The meeting was viewed as being great, and the board appreciated having L. Hermen present to oversee and advise on the Carver process.

L. Hermen expressed that the board experienced something today which has some value to it by contributing and working through the agenda items. He stated that Carver is designed to ask the questions "Are we on track?" "Are we holding the organization accountable?" He congratulated the board for accomplishing today's goals.

The booklet *The Chairperson's Role as Servant Leader of the Board* was given to J. Fink. L. Hermen made mention of a bi-monthly newsletter that Carver puts out which targets very specific topics and examples. As it becomes available, the newsletter will be added to the board packets.

VIII. ADJOURNMENT: F. Farber moved to adjourn the meeting. Seconded by S. Mann Gray. Motion carried. Meeting adjourned at 3:40 p.m..